

EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

DEPARTMENTS OF THE ARMY AND AIR FORCE
OFFICE OF THE ADJUTANT GENERAL
NORTH CAROLINA NATIONAL GUARD
HUMAN RESOURCES OFFICE
4105 REEDY CREEK ROAD
RALEIGH, NORTH CAROLINA 27607-6410

ANNOUNCEMENT #: ARNGT 07-114

OPENING DATE: 30 March 2007

CLOSING DATE: 30 April 2007

ANTICIPATED FILL DATE: 27 May 07

POSITION TITLE AND NUMBER

Information Technology Specialist (DM)
PDCN 90045E/W/C00, MD #: 1552-210

UNIT/ACTIVITY AND DUTY LOCATION

United States Property & Fiscal Office (USPFO-DPI)
NCARNG, Raleigh, North Carolina

GRADE AND SALARY (Includes Special Salary Rate)

GS-2210-11 \$55,429.00 - \$72,060.00 per annum

EMPLOYMENT STATUS

Excepted Service

WHO CAN APPLY: The area of consideration for this announcement is NATIONWIDE. Applications will only be accepted from current Excepted employees of the North Carolina National Guard, current military members of the North Carolina National Guard and individuals who are eligible and willing to enlist in the North Carolina National Guard.

HOW TO APPLY: Interested applicants may apply by submitting an Application for Federal Employment (Standard Form 171), Optional Application for Federal Employment (Optional Form 612), resume or any other form of application. It is **REQUIRED** that the Knowledge, Skills and Abilities (KSA) listed below be addressed and attached to the application. The application and KSA Statement should be mailed to the North Carolina National Guard, ATTN: JFHQ-NC-HRO, 4105 Reedy Creek Road, Raleigh, NC 27607-6410. It must be received not later than the closing date or if mailed postmarked by the closing date. **NOTE:** **Information that must be provided when applying for a technician position is as follows: announcement number; name; address; telephone number; social security number, date of birth; citizenship; education; work experience; and other job-related qualifications. For more information, call 1-800-621-4136 ext. 6172/6431. Faxed or E-mailed copies will not be accepted.**

QUALIFICATION REQUIREMENT: Must have 36 months specialized experience which demonstrates that the applicant has acquired the below listed KSA's. The application or resume must reflect the required 36 months experience. Education may be substituted for experience when applicable and the appropriate transcripts are submitted with application. In-service placement actions will be considered when applicable.

KNOWLEDGE, SKILLS ABILITIES (KSA'S)

Below are listed the KSA's for this position. Applicants **must** address each KSA individually in paragraph format by explaining any civilian and military work experience (*with inclusive dates that reflect 36 months of specialized experience*) that provided that KSA. It is **required** that this statement be attached to the application. Failure to do so will result in the applicant not being considered for this position. For more information or assistance, call **1-800-621-4136 ext. 6172/6431.**

1. Knowledge of and experience in the use of oral and written communication methods and techniques to accomplish continuing coordination with customers and make presentations at meetings.
2. Knowledge of database query languages, table relationships, and views.
3. Knowledge of IT and relational database system security principles and methods.
4. Knowledge of system design, programming techniques, local operating system software, and RDBMS concepts in order to achieve optimum performance and utilization of the RDBMS.
5. Knowledge of RDBMS monitoring and tuning techniques to optimize operational performance.
6. Knowledge of RDBMS, operating systems (OS), physical and virtual data storage media to define and allocate storage capacity in the design of RDBMS.
7. Knowledge of, and skill in applying advanced troubleshooting techniques relative to RDBMS, programming techniques, hardware platforms and system software.

MILITARY ASSIGNMENT: Assignment to a compatible Officer, Warrant Officer, Enlisted position in the NCNG is mandatory. (O: 25, 53; WO: 250N, 251A; Enl: CMF 25B/D/Y/Z)

CONDITIONS OF EMPLOYMENT: 1. Occupants of this position must maintain continuous military membership in the North Carolina Army National Guard (NCARNG) or North Carolina Air National Guard (NCANG) NCNG status (military grade, MTOE or TDA assignment, MOS/AFSC, military unit) and experience must be entered on the application. The recommended applicant **will not** be approved for appointment until they occupy a compatible MOS in the NCNG shown under Military Assignment on the reverse side of this announcement. 2. The applicant selected for this position will be required to participate in the Direct Deposit/Electronic Fund Transfer Program.

EVALUATION FACTORS USED: Personal interviews, review of application and the KSA Statement.

PRINCIPLE DUTIES AND RESPONSIBILITIES: Provides assistance, advice and guidance to organizational users, both in the administrative and technical areas, concerning the use of the multiple database management systems available for use. Using software-engineering techniques, designs new applications that enhance existing systems. Closely coordinates with the applications' owning agency personnel to ensure NGB and state compatibility and to recommend priorities for systems development and implementation. Responsible for the management of quality assurance and system efficiency functions of assigned RDBMS systems by enforcing the prescribed RDBMS. Reviews and implements security provisions to ensure authorized access and integrity of the RDBMS. Ensures the application of information security/information assurance policies, principles, and practices in the conduct and oversight of RDBMS, policy, and planning functions. Implements the policy for the use of the data and any access constraints applying to exclusive or shared file usage (in which system deadlock might occur). Develops and reviews the administration of file membership roles, file purge roles, file back-up procedures, and audit procedures. Provides technical advice and coordinates the monitoring and tuning requirements for RDBMS optimization of performance. Analyzes database operations to identify bottlenecks and takes action to resolve problems and ensure consistency. Manages the flow of data between the various tiers of the architecture. Investigates amount of storage space consumed, access time statistics and frequency of use for a given RDBMS. Reviews RDBMS accounting information and takes action to improve efficiency. Reviews system documentation, users manuals and training guides. Develops local state modifications to these documents to fit local operating procedures and to include instructions relative to locally developed supplemental applications. Provides training on implementation, including classroom instruction and Computer Based Training (CBT) development. Troubleshoots problems involved in the input, retrieval or modification of database information and the general operation and maintenance pertinent to any of the organizations data system elements or sub -elements. Tests new DBMS software and implements updates and changes. Ensures resolution of DBMS inconsistencies across the installation in coordination with other information technology specialists and systems administrators. Develops system backup and recovery plans assigned RDBMS applications. Makes recommendations on alternatives involving major projects. Analyzes DBMS inconsistencies with other system administrators and devises recovery plans for failure resolution. Resolves a wide variety of system problems, which are caused by data errors, operator errors, hardware malfunctions and program errors. Traces and isolates causes of problems in hardware and software. Provides technical assistance to personnel involved in developing system design, programming, specifications and adapting commercially available software. Participates in the analysis of requests for new and modified applications. Determines equipment demands, number and kind of records, required files, data communication needs, procedures needed to obtain and organize information, and interfaces with other systems. Identifies relationships, sequences and search strategies to be used. Provides DBMS maintenance of a data dictionary, listing the kinds of data in databases and how to access them. Coordinates and integrates data elements for a variety of projects in a number of dissimilar areas. Performs other duties as assigned.

ADDITIONAL INSTRUCTIONS: 1. Applicants are requested to identify, on a separate sheet of paper, their race and national origin from one of the following categories; Male or Female; American Indian or Alaskan native; Asian or pacific islander; Black, not of Hispanic origin; Hispanic; White, not of Hispanic origin. Submission of this information is voluntary and will be used in support of the NCNG Equal Employment and Affirmative Action Programs. 2. Participants in the Selected Reserve Incentive Program will be administered as prescribed by NGB Pamphlet 600-15. 3. A permanent change of station (PCS) will not be authorized for the individual selected for this position unless agreed upon in advance by HRO and a PCS order is prepared prior to effective date. 4. Males born on or after 1 January 1960 must be registered with the selective service in order to be considered for federal employment.

INFORMATION SUBMITTED WILL BE USED ONLY IN ACCORDANCE WITH THE PRIVACY ACT OF 1974

DISTRIBUTION: A, B, C-3, G-25, H-3, J-3, K-3, M, N-12, P-9, Q, W-2, Y-2, R: HRO-1, AGAV-1, AGCS-3, DCSANG-1, DCSLOG/G4-4, DCSOI-3, DCSPER-3, FMCB-2, IG-1, SCSM-1, SRAA-1, VCSOP-1